Present: Chairman Ron Niemann, Bob Boyle, Marie Wamsley, Kim Winslow, Jason Walter, Becky Taylor, John Hastie, Dave Weiskircher

(1) **Call to Order:** The meeting was called to order at 8:30 am by Chairman Niemann

(2) **Proof of Posting:** Ron asked if the meeting was properly posted, and Kim advised that the agenda was posted by the County Clerk's office in the Courthouse, Hospital, Darlington Municipal Building, and the County's website.

(3) **Action on Agenda:** Motion by Wamsley, second by Boyle to approve the agenda as presented. Voice vote, motion carried.

(4) **Action on Minutes:** Motion by Boyle, second by Wamsley, to approve the minutes from the August 16, 2012 meeting as presented. Voice vote, motion carried.

(5) **Computer for Quality Manager at Hospital:** Marie advised that the current computer that the Quality Manager/Nursing Supervisor uses is very slow, and it needs more RAM to help run the multiple programs that she runs at one time. After Jason performed an assessment of the computer, they decided that this computer could be used in the Radiology department, and to purchase a brand new computer for the Quality Manager/Nursing Supervisor. The quote for a new computer tower with Microsoft Office 2010 license is $694.88. Motion by Boyle, second by Winslow, to approve the purchase of the new computer tower and software for the Hospital at $694.88. Voice vote, motion carried.

(6) **Purchase of a new computer for Veteran's Service Officer:** Dave Weiskircher's current computer is from 2004. And he also needs to upgrade his software so that he can access programs/files with the Federal VA Regional office. Jason put together a quote for a new computer tower and Microsoft Office 2010 software, for a total of $717.29. Motion by Boyle, second by Winslow, to approve the purchase of the new computer tower and software for the Veteran's Service officer for $717.29, subject to the approval of the Veterans Service committee. Voice vote, motion carried.

(7) **Wireless Microphone and Sound System for the County Board Room:** Jason has not had time to research this item, so it will be tabled to the next meeting

(8) **Core Switch Replacement at the Courthouse:** Jason checked the pricing of the Core Switch he would like to purchase, and as of this morning they have dropped in price to $365 each. Jason would like to purchase two switches for the server room at the Courthouse, and possibly a third switch for Human Services or another department since the cost is so low right now. Motion by Boyle, second by Wamsley, to approve the purchase of up to three new core switches at $365 each. Voice vote, motion carried.

(9) **New Firewall at the Courthouse:** Jason has been researching new firewalls for the Courthouse. However, he still needs to do a little bit more research to see if the type of firewall he wants to purchase will allow sub-interfacing, which would allow more than one IP address or VLAN on a port. (He has found 7 different IP addresses and VLANs so far) If it will, then Jason is looking at a smaller firewall for approximately $800 plus $400 for the maintenance agreement. Otherwise, if it does not allow sub-interfacing, then he will need to get a larger firewall with more ports for each of the IP addresses and VLANs, which would cost approximately $1700 plus $500 for the maintenance agreement.

A motion was made by Wamsley, second by Boyle, to approve the purchase of a new firewall for $1700 + $500 for the maintenance agreement, for a total cost of $2,200. Voice vote, motion carried.

(10) **Microsoft Technical Support**: Jason needs to do some more research into this, so it will be tabled to next month's meeting.

(11) **2013 I.T. Budget:** Becky presented the budget 2013 budget. In previous years, the I.T. budget was divided between Data Processing and Network Administration. However, this year they have consolidated them into one account. The 2013 proposed budget is $97,976. Becky also advised that there was $32,668 carried over from 2011, in which $8,922 will be used to help cover the costs of hiring our part-time I.T. personnel, and $23,746 will be used towards purchasing various hardware and software. Those will include switches, the new firewall discussed in item #9, monitors, and software licenses. A motion was made by Wamsley, second by Winslow, to approve the 2013 budget as presented. Voice vote, motion carried.

(12) **Monthly update on Sheriff's Department laptop, computer inventory project, and new file server & DSL at the Highway Department:** Jason advised that he has looked at Josh Jerry's laptop, and his laptop has Lafayette County-issued Microsoft Office 2010 and Windows 7. Jason advised Josh that since he bought the laptop, if he would ever be fired or retire, then he would have to bring the laptop in to have those software packages uninstalled. Josh has also signed the requested form.

The Highway Department previously approved the increase in the cost to implement the new file server and DSL at their location. Jason is going to take one of the computer towers they have in inventory and put the same firewall on it that the Manor uses. He needs do some configurations and set up the VPN, and he has been doing some testing to see how it communicates with the Fortigate, not the old firewall here at the Courthouse. Once he has the configurations and testing completed, he will schedule the installation of the DSL.

The computer inventory project is completed. Lafayette County has 182 computers. Out of the 182, 139 of them are on Windows XP and 43 are on Windows 7. Jason is still reviewing the licensing issue, to see how many are legitimate and how many are not. John Hastie suggested that Jason to check into Symantec Endpoint Management software to help with future computer inventory, so they won't have to do a manual inventory again.

(13) **IT Vouchers:** Kim presented one voucher to the committee in the amount of $705.03, which included a new monitor for Land Conservation, a printer for the Hospital, external backup hard drive for Land Records, and the mileage and cell phone bills for Jason and Christine. Motion by Boyle, second by Winslow, to approve the vouchers as presented. Voice vote, motion carried.

(14) **Closed Session per WI Stats Sec. 19.85(i)(c) to consider employment, promotion, compensation or performance evaluation of the IT Coordinator:** Motion by Wamsley, second by Boyle, to go into closed session pursuant to WI Stats Sec. 19.85(i)(c) to consider employment, promotion, compensation or performance evaluation of the IT Cooridator. Roll call vote, all voted yes. Motion carried.

(15) **Convene to Open Session**: Motion by Boyle, second by Wamsley to reconvene to open session. Roll call vote, all voted yes. Motion carried.

(16) **Discussion and action, if any, on matter discussed in closed session:** A motion was made by Wamsley, second by Boyle, that based upon his evaluation and job performance, that Jason Walter's salary will increase $1,500 as set forth in the guidelines upon his hire. Voice vote, motion carried.

(17) **Futgure agenda items:** D & P on wireless microphone and sound system for the County Board Room
D & P on Microsoft Technical Support

D & P on Symantec Endpoint Management software for future computer invent.
Update on possible change to email server and software

(18) **Next meeting date:**   October 18, 2012 at 8:30am

(19) **Adjournment:** Motion by Wamsley, second by Boyle, to adjourn the meeting